



**Foothill Transit**

**STATEMENT OF PROCEEDINGS FOR THE  
REGULAR MEETING OF THE  
FOOTHILL TRANSIT EXECUTIVE BOARD**

**FOOTHILL TRANSIT ADMINISTRATIVE OFFICE  
2<sup>ND</sup> FLOOR BOARD ROOM  
100 S. VINCENT AVENUE  
WEST COVINA, CALIFORNIA 91790**

**Tuesday, August 22, 2023  
8:30 a.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Moss at 8:36 a.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair.

**3. ROLL CALL**

Roll call was taken by Christina Lopez, Board Secretary.

Present: Member Gary Boyer, Member Becky Shevlin, Member Cynthia Sternquist, Vice Chair Cory Moss, Chair Corey Calaycay

**4. CONFIRMATION OF AGENDA BY CHAIR AND CHIEF EXECUTIVE OFFICER**

Doran Barnes, Chief Executive Officer, asked that the Chair consider moving agenda Item 18, Closed Session and Item 19, Closed Session Report prior to the Consent Calendar.

After discussion, by Common Consent, the Chair and Chief Executive Officer confirmed the agenda as revised.

**5. PRESENTATIONS**

**5.1. Introduction of Foothill Transit Business Partners**

The following business partners addressed the Executive Board.

Doug Gies, Regional Vice President, Transdev  
Marc Perla, Region Vice President, Keolis  
Hector Flores, Vice President and General Manager, EIDorado  
Dan Trujillo, Director of Transit, EIDorado

## 5.2. Contractors' Employee Recognition

Doug Brockwell, General Manager, introduced the Pomona location Keolis employees of the month.

Eugene Calloway - Employee of the Month  
Raymond Lopez - Operator of the Month

Shawn Chavira, General Manager, introduced the Arcadia location Transdev employees of the month.

Jose Frazier - Employee of the Month  
Thomas Rodriguez - Operator of the Month

Valentin Mendoza - Employee of the Month (*tentative*)  
Magdy Soliman - Operator of the Month (*tentative*)

Araceli Lopez, Transit Store General Manager, introduced the Transit Stores Transdev employee of the quarter.

Viviana Blanco - Employee of the Quarter

After discussion, by Common Consent, and there being no objection, the Board recognized the operators and employees of the month and quarter.

## 5.3. Introduction of Director of Customer Service and Operations Ali Showkatian

LaShawn King Gillespie, Deputy Chief Executive Officer, introduced Mr. Showkatian, and shared with the Executive Board his prior transit experience and welcomed him to Foothill Transit.

## **CONSENT CALENDAR**

Lorrence Bradford, ATU 1746 provided public comment on Item 15. Jaime Villanueva, Local 572 provided public comment on Item 15.

Vice Chair Shevlin asked the Item 15 be pulled for discussion and Member Sternquist asked that Item 17 be pulled for discussion.

The Executive Board took action on a single motion on items 6 - 14, and 16.

6. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JUNE 27, 2023**

Motion by Member Calaycay, second by Member Boyer, to approve. Motion carried 5-0.

7. **JUNE 2023 FINANCIAL STATEMENTS AND INVESTMENT SUMMARY**

Recommendation: Receive and file the Financial Statements and Investment Summary year-to-date report through June 30, 2023. The attached Financial Statements and Investment Report summarize Foothill Transit's unaudited operations and financial condition as of June 30, 2023, for the fiscal year ending June 30, 2023.

Motion by Member Calaycay, second by Member Boyer, to receive and file. Motion carried 5-0.

8. **FISCAL YEAR 2023 FOURTH QUARTER BUDGET UPDATE**

Recommendation: Receive and file the Fiscal Year 2023 Fourth Quarter Budget Update.

Motion by Member Calaycay, second by Member Boyer, to receive and file. Motion carried 5-0.

9. **AUGUST 2023 PROCUREMENT MONTHLY REPORT**

Recommendation: Receive and file the Procurement Monthly Report for August 2023.

Motion by Member Calaycay, second by Member Boyer, to receive and file. Motion carried 5-0.

10. **AUGUST 2023 LEGISLATIVE SUMMARY**

Recommendation: Adopt a SUPPORT position on SB 410; and receive and file the August 2023 Legislative Report.

Motion by Member Calaycay, second by Member Boyer, to adopt, and receive and file. Motion carried 5-0.

11. **RESOLUTION FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

Recommendation: Adopt the following resolution: Resolution No. 2023-01: Authorization for the Execution of the Certifications and Assurances for the California State of Good Repair Program (Attachment A).



Motion by Member Calaycay, second by Member Boyer, to adopt.  
Motion carried 5-0.

12. **AUTHORIZATION TO ISSUE INVITATION FOR BIDS FOR POMONA OPERATIONS AND MAINTENANCE FACILITY STEAM BAY LIFT REPLACEMENT**

Recommendation: Authorize the Chief Executive Officer to issue IFB No. 24-013 for construction services related to the replacement of the steam bay lift at the Pomona Operations & Maintenance Facility.

Motion by Member Calaycay, second by Member Boyer, to approve. Motion carried 5-0.

13. **AUTHORIZATION TO ISSUE INVITATION FOR BIDS FOR ADMINISTRATIVE OFFICE SECOND FLOOR RECEPTION AREA AND THIRD FLOOR CONFERENCE ROOM RENOVATIONS**

Recommendation: Authorize the Chief Executive Officer to issue IFB No. 23-097 for construction services related to renovation of the Administrative Office 2<sup>nd</sup> floor reception area and 3<sup>rd</sup> floor conference room.

Motion by Member Calaycay, second by Member Boyer, to approve. Motion carried 5-0.

14. **AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR FUEL CELL CONSULTING SERVICES**

Recommendation: Authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for Fuel Cell Consulting Services.

Motion by Member Calaycay, second by Member Boyer, to approve. Motion carried 5-0.

15. **AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR TRANSIT SERVICES - ARCADIA FACILITY**

Recommendation: 1. Authorize the Chief Executive Officer to amend Agreement No 22-001 with Transdev Services Inc. to change the expiration date of the contract from June 30, 2026 to March 30, 2024. 2. Authorize the Chief Executive Officer to issue a request for proposals (RFP) No. 24-001 for transit operations and maintenance services at Foothill Transit's Arcadia facility.

LaShawn King Gillespie, Deputy Chief Executive Officer, presented this item.



Motion by Chair Moss, second by Member Sternquist, to approve. Motion carried 5-0.

16. **AUTHORIZATION TO AWARD CONTRACT FOR ON-CALL ARCHITECTURAL & ENGINEERING SERVICES**

Recommendation: Authorize the Chief Executive Officer to negotiate final terms and conditions and execute Contract No. 23-048 with Stantec Architecture Inc. for the provision of on-call services in the disciplines of architecture, civil engineering, structural engineering, electrical engineering, mechanical engineering, and surveying.

Motion by Member Calaycay, second by Member Boyer, to approve. Motion carried 5-0.

17. **FOOTHILL TRANSIT CODE OF CONDUCT POLICY**

Recommendation: Adopt the proposed Code of Conduct Policy.

John Curley, Chief of Safety and Security, presented this item.

Motion by Vice Chair Shevlin, second by Chair Moss, to adopt. Motion carried 5-0.

**REGULAR AGENDA**

18. **CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Gov't Code § 54957)

Title: Chief Executive Officer

Elena Garza provided one minute of Public Comment.

The Executive Board recessed into Closed Session at 9:03 a.m.

19. **CLOSED SESSION REPORT**

The Executive Board reconvened at 9:46 a.m.

Darold Pieper, General Counsel, reported that there were no reportable actions.

20. **CHIEF EXECUTIVE OFFICER COMMENT**

Comments by Mr. Doran J. Barnes, Chief Executive Officer, Foothill Transit.



Mr. Barnes reported the following:

- Thanked West Covina Acting Police Chief Cortina for attending the meeting, and Chief of Safety and Security John Curley for his efforts on safety and security issues.
- Announced that there were no incidents related to Tropical Storm Hilary. There were no major service interruptions.
- Schools and colleges are opening. Team members are busy visiting schools notifying students about Class Pass and GoPass.
- Reported that discussions continue with colleagues at the City of Pomona regarding possible capital improvements to the Pomona Transit Center.

**21. BOARD MEMBER COMMENT**

Comments by Members of the Foothill Transit Executive Board.

- Chair Moss announced that Doran Barnes, Chief Executive Officer, is the recipient of the APTA Outstanding Transit Manager of the Year Award.
- Member Sternquist thanked Foothill Transit's contractors for bringing their employees of the month and quarter to board meetings.

**22. GENERAL PUBLIC COMMENT**

Elena Garza provided one minute of General Public Comment.

**23. ADJOURNMENT**

Adjournment for the August 22, 2023 Foothill Transit Executive Board Meeting.

There being no further business, the Foothill Transit Executive Board meeting adjourned at 10:24 a.m.

Prepared by:

  
Christina Lopez, Board Secretary

Approved on: 09/29/2023